



Invites your business to participate in:

**THE 2017 SPRING
TRADE SHOW / BUSINESS EXPO**

SATURDAY, APRIL 1ST - 9 a.m. to 2 p.m.

BUENA VISTA HIGH SCHOOL GYMNASIUMS

An Affordable Show for you. Free Admission to the Public.

Sign up for your booth today! Advanced booth registration is required. Booth spaces will include two chairs and an 8.5” by 14” sign with your business name. **You are responsible for providing your own table if needed. If you do not have access to a table, limited tables are available for \$10.**

The Chamber has reserved both gyms; we will fill the big gym first and hope to overflow into the smaller gym. The cafeteria will be available for seminars. The **booths on the outer walls of the show will have electricity available.** Six outdoor areas will also be available, weather permitting. Outdoor exhibitors will need to provide their own setups. Call the chamber at 719-395-6612 with any questions.

Booth locations will be on a first come, first served basis upon our receipt of this registration form and payment. Don't miss out on this exciting opportunity to make new customers, contacts, and network with other business owners!

Registration and payment are due March 24, 2017

Send payment to: Buena Vista Chamber, PO Box 2021, Buena Vista, CO 81211. 719-395-6612

Refer to floor plan and state your first three choices: 1st _____ 2nd _____ 3rd _____

Booth requests will be honored if possible. Non-profit organizations receive 1/3 discount off booth prices shown below:

BV Chamber Member

10' x 8' indoor booth \$60 _____

8' x 20' indoor booth \$100 _____

Outdoor booth \$30 _____

Non-Member

10' x 8' indoor booth \$90 _____

8' x 20' indoor booth \$150 _____

Outdoor booth \$45 _____

I also need:

Electricity add \$10 _____

A Table add \$10 _____

Business Name: _____

Contact Name: _____ Phone _____

Address: _____

Email: _____

Description of business: _____

Buena Vista Chamber Member: Yes () No () Amount submitted: _____

Waiver: I hereby acknowledge that I have read the rules and regulations included in this packet and agree that these are a part of this contract. I have also signed a release of liability.

Signed: _____ Date: _____

THE 2017 SPRING
TRADE SHOW / BUSINESS EXPO
Rules and Regulations

April 1st 9:00 a.m.-2:00 p.m.

Buena Vista High School Gymnasium

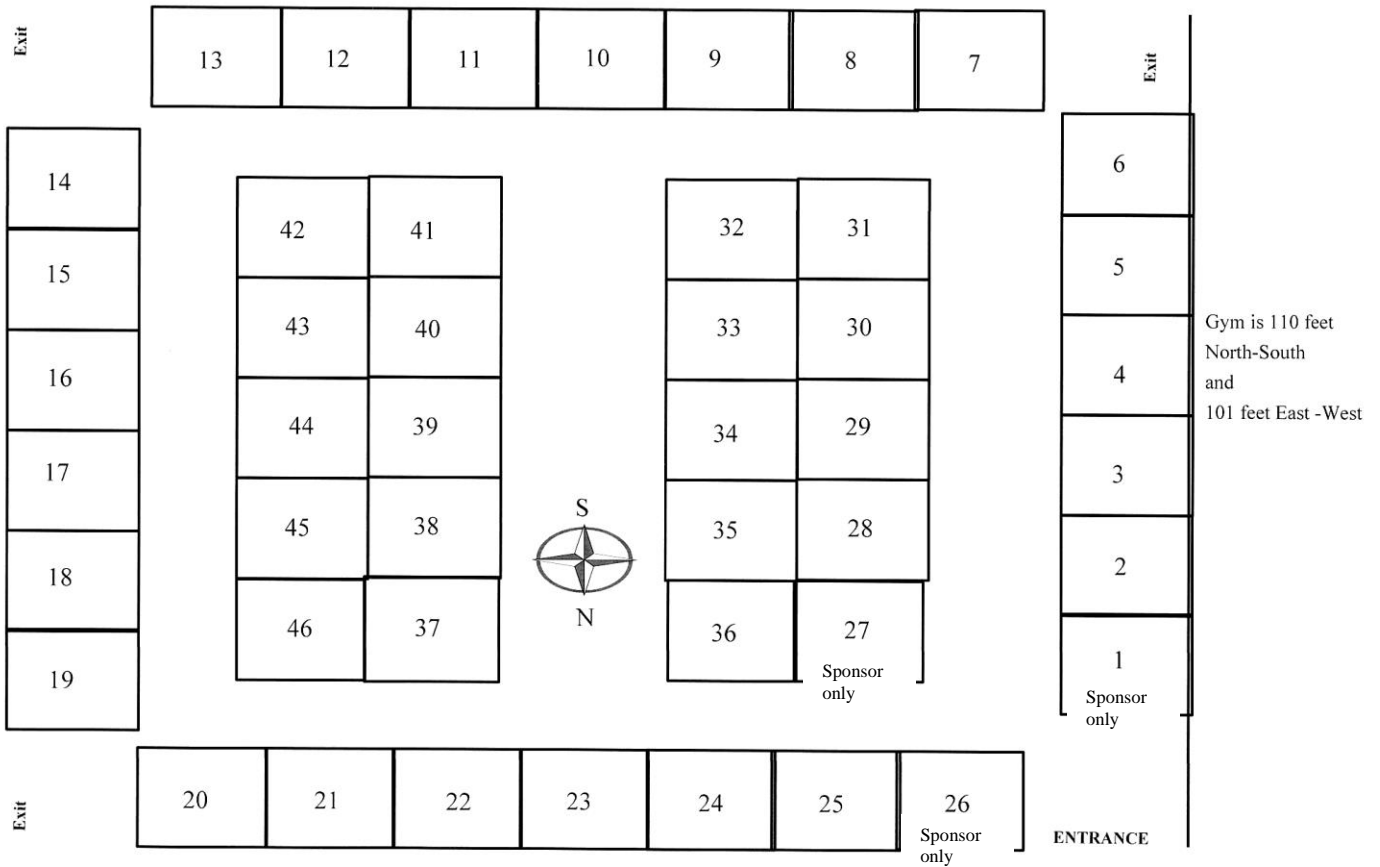
Sponsored By: The Buena Vista Chamber of Commerce & Visitor Center

Attention Business Owners and Non-Profit Organizations!

You are invited to participate in the 2017 Trade Show / Business Expo at Buena Vista High School Gymnasium on April 1st, 2017.

Rules and Regulations for 2017 Trade Show / Business Expo

1. Set-up times are Friday Mar. 31st 6:00 p.m. to 7:00 p.m. and Sat. April 1st from 7:00 a.m. to 8:30 a.m... All exhibitors should be set up and ready to go by 8:4 a.m.
2. Based on previous evaluations, the show will end at 2:00 p.m. so break down time starts at 2:05 p.m. Please do not break down early.
3. **Selling merchandise is allowed if you have a current Buena Vista Business License and Sales tax license. You will be responsible for reporting all taxes. If you do not have a Buena Vista Business License, contact the Town Hall at 395-8643.**
4. **Please bring a rug or some kind of protection to set under your chair or under any additional display material. The school has generously allowed us to use their big gym because they appreciate all that the local businesses have done for their students. So it is imperative that we protect the floor! Do not use duct tape or packaging tape only blue painters tape or equivalent.**
5. Back drops will not be provided, but you can have a display set up as long as it stays in the booth space provided.
6. Please bring extension cords if you need them. Electricity will be provided to booths against the wall for \$10.
7. Larger trash receptacles will be placed around the room but you may want to bring a small one for your use.
8. Booths should be manned at all times. We will try to have volunteers able to watch your booth for breaks if needed.
9. Promotional items are allowed but should not be sticky, noisy, or in poor taste. Balloons are allowed. Final approval rests with the Trade Show Committee. Please call with questions.
10. Advertising: Posters, radio and general newspaper advertising (including a location map) in local papers will be provided by the Chamber of Commerce.
11. We have been told that we will have internet
12. There will be food concessions on the premises.
13. Other Advertising Opportunities
Chaffee County Times: Trade Show Edition—Call 395-8621.
KVRH Radio will contact people signed up for the Trade Show.



Booth Layout Large Gymnasium.

- Electricity available to the booths around the edge of the building against the walls only. Limited spots have electricity available; please call the chamber for additional information.



Sponsorship Opportunities 2017 Spring Trade Show / Business Expo

The Spring Trade Show / Business Expo is hosted by the Buena Vista Chamber of Commerce and Visitor Center and will be held Saturday, April 1st from 9:00 a.m. - 2:00 p.m. at the Buena Vista High School gymnasiums. The goal of the Trade Show / Business Expo is to create a venue for businesses and/or nonprofits to showcase what they have to offer so people have a better understanding of what is available in our valley. We invite your business to sponsor the 2017 Trade Show / Business Expo so you may gain exposure for your business before and during the event.

Headliner Sponsor: \$700

For your sponsorship you receive:

- A premium 8x10 booth inside the door (\$100 value)
- Banner ad on home page of BuenaVistaColorado.org for month of April (rotating banner ad)
- *Recognition in all newspaper ads and articles with your logo and business name*
- *Your banner (provided by your company) hung in the entry way*
- Business recognition through Heart of the Rockies Radio before and during the show
- Recognition in March & April Membership Newsletter as well as Chamber weekly announcements
- Recognition on posters and social media
- This sponsorship has featured a vehicle in front of the event in the past

Swag Bag Sponsor: \$500

Bags will be distributed to everyone that visits the trade show and to all participating businesses. For your sponsorship you receive:

- A premium 8x10 booth inside the door (\$100 value)
- Banner ad on event page of BuenaVistaColorado.org for month of April (rotating banner ad)
- We will order 500 bags and print your logo on the side
- Business recognition through Heart of the Rockies Radio during the show
- Recognition in March & April Membership Newsletter as well as Chamber weekly announcements
- Recognition on posters and social media

Sponsor: \$300

- A prominent inner 8x10 booth
- Business recognition through Heart of the Rockies Radio during the show
- Recognition in March & April Membership Newsletter, Facebook and Chamber weekly announcements
- Recognition on posters and social media

**If YOU would like to increase exposure to your business, call the chamber
719-395-6612 and become a sponsor for the 2017 Trade Show / Business Expo!**



**RELEASE AND HOLD HARMLESS AGREEMENT
2017 Spring Trade Show / Business Expo**

VENDOR, SOCIETY, OR NONPROFIT hereby agrees for itself and its successors and assigns to indemnify and hold harmless all organizations involved in sponsorship of the Buena Vista Trade Show, including, but not limited to the Buena Vista Chamber of Commerce and The Buena Vista School District, from all claims, suits or any other action from personal injuries, including death, and damages to property, real or personal, caused by vendors, societies or nonprofits and/or the sponsoring organizations and/or the Buena Vista Chamber of Commerce or Buena Vista School District's acts or omissions, and arising out of vendor's, society's or nonprofit's involvement in the above mentioned Trade Show, and from all judgments and costs incurred in relation to said claims and suits, and from all expenses incurred in relation to said claims and suits, and from all expenses incurred in defending said claims and suits.

The vendor, society or nonprofit herein identified hereby releases the Buena Vista Chamber of Commerce and the Buena Vista High School as well as all sponsors and officials, including their agents and employees, from any claim a vendor, society or nonprofit might otherwise have for participation in the above mentioned Trade Show, including, but not limited to any claim for personal injury, physical impairment or other claim of any type, arising out of vendor's, society's or nonprofit's participation or involvement in this event. The vendor, society or nonprofit also agrees to indemnify and hold harmless those released above from any such claims, damages, losses and expenses, including attorney fees.

The Vendor, society or nonprofit hereby acknowledges that the Buena Vista Chamber of Commerce will be taking photos/videos and their likeness may be used in future publications or in social media.

I hereby acknowledge that I've read the rules and regulations included in this application and agree that these are a part of this agreement. No agreement other than those contained herein shall be binding.

Signed: _____

Representing: _____

Address: _____

Date: _____

Please return to: Buena Vista Chamber of Commerce
PO Box 2021, Buena Vista, CO 81211